

Ad Hoc Design Review Board Minutes - Special Meeting

Thursday, January 20, 2005
7:00 PM – Conference Room
Ellington Town Annex

Members Present: Michele Beaulieu, Robert Dawson, Anthony Gallicchio, Ken LaForge and Nancy Way

Other Present: Peter Williams, Cliff Aucter, Mort Heidari, Arlo Hoffman, Lori Spielman, James Prichard

I. Call to Order: Chairman LaForge called the meeting to order at 7:22.

II. Citizens Form / Public Comments: None

III Old Business

1. Discussion on Ad Hoc Design Review Board's charge

Part one: Define scope of the DRB and establish a review process.

It was decided the process for review should follow the same track as the present staff reviews.

When a plan is distributed for review to staff the Building Official's copy, after his review, will be forwarded to the DRB for review at its next scheduled meeting.

All suggestions and/or comments will then be forwarded to the P&Z Commission with a copy to the applicant.

A *design review guide* will be established so that all concerned will have a good understanding of the process and the goals of the DRB.

Part two: Zoning regulations as they relate to the design.

When it becomes apparent that there may be a need for a change in the regulations, the DRB will forward detailed recommendations to the P&Z Commission for appropriate action.

2. Set Special Meeting schedule

The 2005 calendar meeting schedule was established and will be forwarded to the Town Clerk.

The following left the meeting at this time: Cliff Aucter, Mort Heidari, Arlo Hoffman, Lori Spielman, James Prichard

IV. New Business:

1. Ellington-Nutmeg Committee assignment

It was the concession after discussion that the DRB could perform as the Ellington-Nutmeg Committee, but only after formal notification and a review by the Town Council on the responsibilities of the assignment, as it relates to new and existing conditions.

Moved (Way) Seconded (Dawson) and passed unanimously to adjourn the meeting at 9:00 PM of the Ad Hoc Design Review Board.

Respectfully Submitted,

Peter Williams